

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
June 27, 2006**

Call to Order: The meeting was called to order by Vice-President Dave Prosser, acting as President in President McKenzie's absence, at 4:06 p.m.

Attendance: In attendance from the Port were Commissioner Dave Prosser, Commissioner Judy Teitzel, Port Attorney Ken Woodrich, Business Development Manager John McSherry, Facilities Specialist Karl Wilkie, and Accounting Tech. Tina Tarani.

Public Comment: Commissioner Prosser opened the meeting to public comment at 4:06 p.m. to 4:36 p.m. From the public were Scot Bergeron and Renee Hanks from **Skamania County Parks & Rec.**; Roger Whitaker, Michael Miller, and Brad Andersen applicants for the Port Commissioner vacancy for District No. 1. Greg Kish of **Slingshot Sports** (a Port Tenant) arrived at 4:58 p.m.

Scot and Renee were in attendance to request of the Port to grant **Skamania County Parks & Rec.** permission to store the **Parks & Rec.** boat somewhere on Port property, on or near the waterfront.

After some discussion of the Commission with Scott, Renee, and Port Attorney Ken Woodrich it was decided that **Parks & Rec.** would have the Port's permission to store the boat on Port property from June through September as long as there is a vessel policy between **Parks & Rec.** and the Port; and a signed release of liability releasing the Port of any liability. **Parks & Rec.** is to work with Facilities Specialist Karl Wilkie as to where to store the boat; and Business Development Manager John McSherry will work on a contract between the Port and **Skamania County Parks & Rec.**

Renee asked to be put on the next Port Agenda to discuss teaching kite-boarding for **Parks & Rec.** down on the Port waterfront shoreline.

Scott and Renee left the meeting at 4:25 p.m.

Commissioner Teitzel gave a brief description and summary to the candidates on what has been going on, and what is currently going on at the Port in regard to **Economic Development** and various projects. Each candidate was asked to introduce themselves and to tell the Commission why they would like to be Port Commissioner.

After introductions and statements Port Commissioner candidate Brad Andersen left the meeting at 4:58 p.m.

Greg Kish, of **Slingshot Sports**, joined the meeting at 4:58.

Greg informed the Commission that **Slingshot Sports** will be having it's Annual Sales Meeting Event (importers coming in from twenty different countries) on July 12 through July 16, 2006 on the Port waterfront.

Commissioner Prosser informed Greg that the annual **Outriggers Race** will be held on the Waterfront July 14, 15, and 16; but the two events did not appear to conflict with each other. Greg was given the name and phone number of **J.D. Davies** of the **Outrigger Races**, to connect and discuss race times and schedules.

Port Attorney Ken Woodrich questioned the Port waterfront parking that is designated 'recreation parking' as part of the zoning. Business Development Manager John McSherry stated that this being an event and not a permanent circumstance, that it should be okay and he would inform **Mary Ann** at the **City of Stevenson**. John will also inform the other Port tenants of the event.

Commissioners Prosser and Teitzel informed Greg that it was okay with the Port for **Slingshot Sports** to have their **Annual Sales Event** on Port Property.

Greg thanked the Commission, and left the meeting at 5:15 p.m.

Meetings and Seminars:

- **C.G.E.D.A.**: Business Development Manager John McSherry attended the **Columbia Gorge Economic Development Association** meeting with the following highlights:
 1. Hiring of a new Public Relations person.
 2. Legally keeping their same business name but unofficially changing what they call themselves to something easier and shorter.

Minute Approval: Commissioner Judy Teitzel made a motion to approve the minutes of the June 13, 2006 regular scheduled meeting. Commissioner Dave Prosser stepped down and seconded the motion. The motion passed.

Vouchers: Commissioner Judy Teitzel made a motion to approve General Fund Vouchers Numbered 16837 through 16860 in the amount of \$12,057.53 dated June 27, 2006. Commissioner Dave Prosser stepped down and seconded the motion. The motion passed.

Administrative Approvals:

- **Approved Vouchers of 6/13 dated 6/14:**

--Motion-- Due to an incorrect date, Commissioner Teitzel made a motion to withdraw Voucher Approval for General Fund Vouchers Numbered 16798 through 16836 in the amount of \$112,272.32 approved June 14, 2006 but dated June 14, 2006. Commissioner Prosser stepped down and seconded the motion. The motion passed.

--Motion-- Commissioner Judy Teitzel made a motion to approve General Fund Vouchers Numbered 16798 through 16836 in the amount of \$112,272.32 dated June 13, 2006. Commissioner Dave Prosser stepped down and seconded the motion. The motion passed.

- **Warrant Procedures:** This item was tabled until the next meeting; to ask the Finance Manager if this has already been adopted.

Old Business:

- **Set Budget Workshop Date:** A Budget Workshop was scheduled for Thursday July 27, 2006 at 12:00 p.m.
- **Tichenor Remodel:**
 1. **Suite #45 & #65:** Business Development Manager John McSherry stated these two downstairs suites are completed; and John has a verbal occupancy from **Dave Nail** of the **City of Stevenson**.
 2. **Suite #60:** The floor is just being finished off, and the sprinkler and HVA systems are in. The dry wall contractors are in today working.
 3. **Sawtooth Technologies:** The contractors need to finish SawNet's closet.
 4. **Signage:** John would like to upgrade the Port tenant sign at the Tichenor Building, by purchasing a new one with twelve spaces for Port growth. This cost is estimated at \$2,700.00. In addition, John is looking into replacing the "Port of Skamania" letters on the Tichenor Building. Commissioner Prosser and Commissioner Teitzel stating they approve both of the projects and for John to pursue them.
 5. **Skamania Pioneer:** The Pioneer did a story on **Slingshot Sports**.
- **Unfinished Business:**
 - **Molded Fiber Glass Companies/NW:** Business Development Manager John McSherry is working with MFG on the paving project.
- **Port Commissioner Vacancy:** See Executive Session.
- **Port Manager Position:** See Executive Session.

New Business:

- **Skamania County Parks & Rec-Rescue Boat Docking:** See Public Comments.

Other Business:

- **Facilities Specialist Position (Comp time vs Overtime Pay):** Vice-President Prosser informed Facilities Specialist Karl Wilkie that he trusted him to make an informed and appropriate decision regarding how Karl will code any over-time he works (i.e. paid over-time versus comp. time).
- **Trailer:** Facilities Specialist Karl Wilkie located a trailer for Port use for \$1,000.00. The purchase will be going through the Port's Outdoor Toy Store account, with The Outdoor Toy Store doing all the paperwork for the Port for a \$50.00 fee.
- **Tractor:** A cost figure on re-placing the clutch cannot be obtained; so Karl is looking into this as to whether due to value of tractor (or lack of) it may be more cost effect to replace the tractor.
- **BRGC:** Facilities delivered a load of dirt to Beacon Rock Golf Course.
- **Dump Truck:** Karl is looking into possibly purchasing a dump truck from a government agency for Port use.
- **Tichenor/Locks:** Larry Smith is scheduled to work on the locks at the Tichenor Building Wednesday June 28, 2006.
- **The Crab Shack:** The new air conditioning unit does not appear to be working as **Kent Vaughters** (owner of The Crab Shack) would like it to work (it appears to not be cooling as it should be). A discussion took place on current circumstances and various options. The HVAC company will be coming out to inspect and troubleshoot the problem.
- **Discovery Building:** On the subject of air conditioning units, Business Development Manager John McSherry reminded the Commission of the air-conditioning unit request for the Discovery Building; and that the Port agreed to pay ½ of the cost with the second ½ of the cost to be taken out of **Gorge Delights** security deposit. John informed the Commission he is working on getting a unit installed for **Gorge Delights**.
- **Dock Man Lift Gate:** Karl informed the Commission the man lift gate is broken on the dock and he hopes to repair it himself as it is a \$600.00 unit.
- **Marina's Full article:** The article in the latest issue of the **Hood River News** about the **Columbia Gorge Marinas** being full was a point of interest Karl wanted to bring to the Commissions attention.
- **OSHA Compliance:** Karl is to attend an **OSHA Compliance Seminar** Thursday June 29, 2006.

- **Port Temporary Part-time Maintenance Position:** **Jorge Hernandez** was hired as the temporary part-time maintenance person.
- **House by Bob's Beach for Sale:** It was brought to Karl's attention that the house next to the Port's Bob's Beach is currently for sale.
- **Tichenor Building/Dog issue:** Karl stated the new Port tenants have lots of dogs.
- **Signage:** Karl suggested the Port possibly putting up some kind of signage regarding the camping and dog issues the Port is experiencing from the public as well as the tenants. A brief discussion took place on signage, adopting a Port ordinance, and/or dealing with the dog issues up front at time of lease. It was decided the new Port Manager will handle these issues when one is hired.
- **Parking: Molded Fiber Glass Companies/NW** is struggling for room/areas to put things. Karl suggested paving the strip between the **Stevenson Industrial Building** and **Cascade Avenue**. This will be researched further with discussion with MFG and with City Hall.
- **EDC:** The going away party for **Amy Nyberg** will be Wednesday June 28, 2006.

Commissioner Teitzel stated the Port (managed by the EDC) had received ten applications for Port Manager. One applicant did not follow instructions and another did not get the completed application to the Port. This left eight applications to work with.

Executive Session: Commissioner Dave Prosser called for an Executive Session at 6:03 p.m. for approximately fifteen (15) minutes ending at 6:18 p.m. under RCW 42.30.110 (h).

The Commission came out of Executive Session at 6:18 p.m. with no decision being made.

Commissioner Teitzel recommended to Commissioner Prosser that they base their decision for the Port Commissioner vacancy on 'availability' (as there are many upcoming Port projects and meetings that will be time consuming and will require time availability of the new Port Commissioner), and as a result those not appointed are encouraged to run the next term.

--Motion-- Commissioner Judy Teitzel made a motion to appoint **Roger Whitaker** to fill the Port Commissioner vacancy. Commissioner Dave Prosser stepped down and seconded the motion. The motion passed.

The Commission asked Accounting Tech. Tina Tarani to call the auditors office and inquire if Roger can go to the auditor's office and get sworn in, or if it needs to be done at the next Port meeting.

Mike Miller left the meeting at 6:21 p.m.

A second Executive Session was called at 6:22 p.m. for approximately fifteen (15) minutes ending at 6:40 p.m. under RCW 42.30.110 (g).

Newly appointed Commissioner Roger Whitaker was invited into the meeting to observe.

The Commission came out of Executive Session at 6:40 p.m. with no decision being made.

Commissioner Teitzel stated that after reviewing the applications for Port Manager and after reviewing the Port Management Policy; that the Port received an excellent application from one of its own employees. There also were several applicants that applied that the Port could not afford.

--Motion-- Commissioner Judy Teitzel made a motion to offer the Port Manager position to John McSherry. Commissioner Dave Prosser stepped down and seconded the motion. The motion passed.

A third Executive Session was called at 6:50 p.m. for approximately five (5) minutes ending at 6:55 p.m. under RCW 42.30.110 (i).

The Commission came out of Executive Session at 6:55 p.m. with no decision being made.

Adjournment: Acting Chairperson Prosser adjourned the meeting at 6:55 p.m.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be, Tuesday July 11, 2006 at 4:00 p.m.

APPROVED BY:

Commissioner, vacancy

Commissioner Judy Teitzel

Commissioner Dave Prosser

ATTEST:

Tina Tarani, Accounting Tech.